FIP Disability Determination Flow Chart

Client claims disability (including clients who have applied for RSDI/SSI)

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Inform client that he or she might be receiving an appointment to talk to a counselor from MRS, which they will be required to attend instead of going to JET.

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Obtain verification of disability (DHS-49, DHS-54A, or other medical records)

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What does the medical documentation state?

← Disability will last more than 3 months

→ Disability will last less than 3 months

Disability will last more than 3 months →
Before opening FIP:
Complete a DHS-517.
Include RSDI/SSI status.
Attach all medical/vocational documentation,
Attach signed DHS-1555E
Send packet to mailroom: "ATTN: MRS"

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Open FIP:
Set employment code to IN
Enter Medical Review Date for three month follow-up

No disability and no limitations

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Open FIP:
Set employment code to WF
Refer client to JET

Disability will last less than 3 months →
Open FIP:
Set employment code to TE; and
Enter Medical Review Date for three month follow up

What was the result of the MRS appointment?

Client failed to show for appointment

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Follow triage procedures to determine Good Cause

Client was provided information on employment services

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Set employment code to WF
Refer client to JET

Client does not feel that he or she is currently capable of employment

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Set employment code to IN
Create medical packet and send packet to MRT

Client wants to apply for MRS services.

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Client will continue with MRS
Verify continued participation at review.

What was the MRT result?

Approved MA-P (disabled 12 mos. or more)

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Require client to apply for RSDI/SSI
Refer to SSI Advocate if hearing is pending with SSA

Denied MA-P (not disabled)
Approved SDA (incapacitated)

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Set employment code to TE
Send DHS-518 to doctor
Establish FSSP base on DHS-518 results

Denied MA-P (not disabled)
Denied SDA (not incapacitated)

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Set employment code to WF
Refer client to JET